



Interreg Baltic Sea Region

Call for applications

Programme objective 4.2 ‘Macro-regional governance’

Organisation of the Strategy Forums in years 2023 - 2028

Announcement Note

Call opens: 1 June 2022

1. Introduction

Interreg Baltic Sea Region (the Programme) is launching the **call for the organisation of the Strategy Forums in Programme objective 4.2 ‘Macro-regional governance’**.

The Programme is a source of EU funding for public and private players who want to shape the Baltic Sea region to become more innovative, water-smart and climate-neutral. It creates an environment for cooperation across borders to develop, test and put into practice smart solutions for the benefit of people around the Baltic Sea. In addition, the Programme provides funding to advance the cooperation governance in the Programme area. The added value of the Programme is its transnational dimension of the supported actions. The Programme exploits opportunities and addresses issues that cannot sufficiently be dealt with by single countries but require a joint response by partners from several countries in the Baltic Sea region.

The Interreg Baltic Sea Region area covers nine countries. It comprises eight EU Member States (Denmark, Estonia, Finland, parts of Germany, Latvia, Lithuania, Poland, Sweden) and one third country (parts of Norway). The detailed geographical coverage of the Programme is defined in the Programme Document published on the Programme portal at <https://interreg-baltic.eu/>.

The Programme is designed under the territorial cooperation goal of the European Union.

2. Programme objective 4.2 ‘Macro-regional governance’

Programme objective 4.2 ‘Macro-regional governance’ is designed to support actions that strengthen coordination and communication of stakeholders in the implementation of the EU Strategy for the Baltic Sea Region (EUSBSR). More information regarding the EUSBSR is provided at <http://www.balticsea-region-strategy.eu/>. The Programme provides funding to the policy area coordinators of the EUSBSR and to a Strategy point. It also supports the organisation of the Strategy Forums. The funding is granted through projects.





3. Focus of the call

This call in Programme objective 4.2 ‘Macro-regional governance’ is open for applications on the organisation of the Strategy Forums. The Programme provides funding to applicants to **prepare and organise the EU Strategy for the Baltic Sea Region Forum**, usually once a year, **from 2023 till 2028**. For **each Strategy Forum, a separate application** must be submitted.

A Strategy Forum is a major event arranged in one of the EUSBSR member states. It is a meeting place for organisations implementing the EUSBSR and other stakeholders. It aims to attract key stakeholders and active partners of the EUSBSR from local, regional, national and EU levels. A Strategy Forum can be organised as a live, online or hybrid event (a mix of a digital and live/physical event).

The National Coordinators of the EUSBSR¹ agreed upon the order of the EUSBSR member states hosting a Strategy Forum². To be eligible for the Programme funding, the applicants must obtain support from the group of the National Coordinators. It is expressed in **a letter of support** signed by the Chair of the **group of the National Coordinators for the EUSBSR**.

When preparing and implementing the Strategy Forum, the applicants should involve the National Coordinators and the policy area coordinators of the EUSBSR. They should engage a wider audience and facilitate networking at the event.

With Programme funding, the applicants can plan activities necessary for the organisation of the Strategy Forum. Programme funding should contribute to costs relating to:

- staff resources for the preparation of the Strategy Forum and its contents, its implementation and evaluation;
- promotion and connected communication activities;
- IT-related costs, linked to running a live, hybrid or online event;
- delivering reports, studies or surveys;
- renting premises, conference equipment and sound systems, registration system, security costs, speaker costs, costs relating to the logistics, catering, conference materials;
- setting up and organising a networking village;
- reporting and administrative costs, etc.

¹ The list of National Coordinators is available on the EUSBSR website: www.balticsea-region-strategy.eu

² The EUSBSR member states hosting the Strategy Forums in 2023-2028 are listed in the annex to the rules of procedure of the National Coordinators group available on the EUSBSR website.





4. Project partnership

The application for the organisation of the Strategy Forum must involve **at least two partner organisations from at least two Programme countries**. At least one organisation should come from an EU Member State of the Programme area and be the lead partner of the application. Public authorities at local, regional or national levels are particularly encouraged to apply as partners.

All organisations eligible in the Programme can apply, except private-for-profit organisations. Information on the eligibility of partner organisations, requirements for the partnership, and the legal status of the partners is available in chapters C. and G.

The project partnership is based on the lead partner principle. This means that the project has to appoint a lead applicant/lead partner who is responsible for the preparation and submission of the application. If the project is approved, the lead partner takes full responsibility for management, communication, implementation, and coordination of activities among the involved partners. The lead partner bears legal responsibility for the whole partnership. The lead partner is also the link between the project partners and the MA/JS.

5. Duration of the project

The project duration consists of three phases: contracting, implementation and closure. The duration of the **implementation phase is up to 12 months**. For each Strategy Forum from 2023 till 2028, this phase usually starts in January and runs till December. The exact dates are given in the application. The implementation period also covers the time needed for contracting and closure of the project.

6. Programme funding

The main funding source of the Programme is the European Regional Development Fund (ERDF) for partners from the EU Member States. In total, EUR 1 million from the ERDF is earmarked for the organisation of the Strategy Forums in the years 2023-2028. Further funding source is Norwegian funding for partners from Norway.

The applicants may plan a total budget of **up to EUR 200,000** for the organisation of the Strategy Forum. Programme funding amounts to **up to EUR 160,000**. Project partners have to provide their own contribution to receive Programme funding. All partners are entitled to receive up to **80% co-financing from the Programme**. After the successful implementation of the Strategy Forum, the project partners will receive reimbursement from the Programme in the form of a lump sum that corresponds to 80% of the approved total budget.





7. Application procedure

The call is open from 1 June 2022 till 1 June 2028. **One application can be submitted** for the organisation of each Strategy Forum, from Strategy Forum 2023 till Strategy Forum 2028. It is recommended to submit the application by the end of October for the organisation of the Strategy Forum the following year.

First, the applicant interested in hosting the Strategy Forum has to express interest to the group of the National Coordinators for the EUSBSR. The **National Coordinators' group** evaluates the received request and proposed draft Strategy Forum concept and **issues a letter of support**. When developing the application, the applicant should also get in contact with the Strategy point of the EUSBSR, once it has been set up.

Further, the lead applicant must **complete and submit a project application in** the electronic data exchange system **BAMOS+**. The application form contains guiding questions on how to fill it in. In addition to the online application, further documents and forms need to be submitted via BAMOS+ (letter of support from the EUSBSR National Coordinators' group, draft budget calculation, partner declarations, contact information bank information).

The MA/JS provides the lead applicant access to BAMOS+ **upon receiving a signed request for log-in**. The MA/JS supports the lead applicant by providing guidance on the Programme rules and requirements. If the lead applicant wants to get a consultation, they must complete and submit a project idea form (PIF) to governance@interreg-baltic.eu. The PIF template is available at <https://interreg-baltic.eu/gateway/calls/>. The MA/JS can also provide feedback to the draft project application.

The table below summarises the process of the application procedure. **All documents and forms are submitted in the digital format in BAMOS+ only.**

What?	How?	When?
Project application	A lead applicant applies for log-in to BAMOS+ via e-mail: governance@interreg-baltic.eu (template available at https://interreg-baltic.eu/gateway/bamos-account/). A lead applicant submits in BAMOS+.	Any time during the year, recommended by the end of October each year at the latest (2022 -2027) for the Forum organisation the following year
Letter of support from the group of the National Coordinators for the EUSBSR	Uploaded to BAMOS+ in the Document Centre.	
Draft budget calculation	Uploaded to BAMOS+ in the Document Centre.	





Partner declaration , signed by each project partner, including a lead applicant	Uploaded to BAMOS+ in the Document Centre either as a document with the advanced and qualified electronic signature or a scanned copy with the handwritten signature.	
Contact information for each project partner, including a lead applicant and each associated organisation	Completed in the contact & bank information section of BAMOS+ and submitted by a lead applicant after having submitted the application.	
Bank information of the lead applicant bank account		

Once the application is submitted, the MA/JS starts the admissibility check. The MA/JS verifies the completeness and correctness of all submitted documents and forms. The MA/JS carries out the quality assessment. The admissibility and quality assessment criteria are described in the Programme Manual, Chapter G.4.

The Monitoring Committee (MC) of the Programme is responsible for the final selection of the application. It usually takes two months from the submission of the application until the MC decision.

8. Further information and assistance

The official language of the Programme is English. Therefore, all communication between applicants and the MA/JS is held in English. Information in the application form and official correspondence must be in English.

The official Programme documents are available on the Programme website at interreg-baltic.eu and include:

- Programme Document;
- Programme Manual;
- Announcement note;
- Appointing document of the initial user in BAMOS;
- Partner declaration;
- Template for draft budget calculation.

For advice on Programme objective 4.2 'Macro-regional governance' and the given call, please contact at e-mail: governance@interreg-baltic.eu.

For advice on the technicalities of the online application, please contact the BAMOS+ helpdesk at helpdesk@bamos.eu.

